



University of
New Hampshire

Professional Development & Training

Land Surveying Soil Science Plus Construction Management

plus Other Related Topics!



January-August 2016

Learning Sparks Ideas . . . www.learn.unh.edu/training
SEMINARS ■ CERTIFICATES ■ CUSTOMIZED TRAINING
PORTSMOUTH ■ DURHAM ■ MANCHESTER

CUSTOMIZED TRAINING

If you have several managers and/or staff who want training in a particular area, UNH Professional Development & Training can work with you to develop a customized training program to meet your needs. Training can be delivered at any of our locations, at your company, or at another location.

For more information on customized training, call (603) 862-1739 or email jennifer.baker@unh.edu.

Professional Development & Training
11 Garrison Avenue, Room G50
Durham, NH 03824
802970



www.learn.unh.edu/training

View all our courses and
register on the Web!



SURVEYING

Cosponsored by NH Land Surveyors Association

NEW! USE OF DRONES IN MAPPING APPLICATIONS FOR LAND SURVEYORS

1.5 CEUs for Surveyors

Portsmouth/Pease: CRN 283216, Thursday, February 18, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

The use of a drone equipped with a camera or other sensing device is a very attractive alternative to ground mapping techniques or traditional fixed wing photogrammetry. A fully autonomous drone captures high-resolution aerial photos that you can transform into accurate 2D orthomosaics and 3D models. This workshop will demonstrate the live use of a drone for mapping applications, including office processing. The instructor will provide a drone, demonstrate its use, and the use of related software. Flight of the drone is dependent on weather. Preview the drone at: <https://www.sensefly.com/drones/ebee.html>.

Instructor: Raymond Hintz is a licensed land surveyor in Maine and Florida. He is coordinator of the Surveying Engineering Technology program at the University of Maine and presents numerous seminars throughout the U.S.

INVESTIGATING COLD BOUNDARY CASES

1.75 CEUs for Surveyors

Portsmouth/Pease: CRN 285216, Wednesday, March 9, 8:30 a.m.-4:30 p.m., .7 CEUs, \$175, lunch included

A cold case may be a few days old or several hundred years old, and each situation demands a particular plan of investigation to suit its characteristics and idiosyncrasies. Cold Cases may arise from a variety of sources: form deficient previous investigation, incorrect choices having been made, or from newly discovered evidence casting a dramatic change on the scenario. This workshop is a review of the assessment and procedures for researching a "cold" cast to evaluate its status and result in a conclusion.

Instructor: Don Wilson is a nationally prominent land surveyor and president of Land and Boundary Consultants, Inc., in Newfields, NH.

WHOSE FOOTSTEPS ARE THESE?

1.75 CEUs for Surveyors

Portsmouth/Pease: CRN 288216, Friday, April 8, 9 a.m.-4:30 p.m., .7 CEUs, \$175, lunch included

Our legal standard is to follow the footsteps of the original surveyor. But who was the original surveyor and what constitutes an original survey establishing the origin of the chain of ownerships? Making those determinations is sometimes the first obstacle to overcome. Sometimes there are many sets and combinations of "footsteps," not all of which satisfy the legal requirement, and not all of which are reliable, but are misleading, sometimes erroneous and in conflict with one another. This seminar aids in the identification and separation of former footsteps in our endeavor to follow the right set at the right time and for the right reasons.

Instructor: Don Wilson (see previous biography)

NEW! FOLLOWING COMPASS & CHAIN: HOW WERE EARLY (SOMETIMES ORIGINAL) SURVEYS DONE?

1.75 CEUs for Surveyors

Portsmouth/Pease: CRN 292216, Wednesday, May 18, 9 a.m.-4:30 p.m., .7 CEUs, \$175, lunch included

The majority of original surveys were accomplished with a compass for observing direction and a chain for measuring distance. Following the footsteps of such a procedure demands insight on the type of compass used and how observations were made, as well as an assessment of the type of chain used and its measurement system, in addition to allowances and corrections. Many of the early surveys, often completed under rigorous conditions where surveyors faced hostile natives and harsh weather, are surprisingly well done. To follow the survey and its surveyor is the prime goal and the rule of law. This program lends insight into various types of equipment and procedures and provides clues to finding key information that will lead to correctly retracing the survey that created the subject tract of land.

Instructor: Don Wilson (see previous biography)

PUTTING IT ALL TOGETHER: PREPARING FOR THE NH LAND SURVEYOR'S EXAM

3.5 CEUs for Surveyors and 15 CEUs for Foresters

Durham/Kingsbury Hall N310: CRN 324216, Saturdays, March 12 and 19, 8:30 a.m.-4:30 p.m., 1.5 CEUs, \$199, lunch included

This two-day workshop is designed to assist those taking the NH portion of the Surveyor's Board of Licensure exam. Topics covered include: client contact, research, boundary interpretation, subdivisions, problem solving, NH statutes and administrative rules. Bring a notebook, pencils, and protractor scale to class.

Instructor: Eric Mitchell is a former director of the NH Land Surveyors Association.

SOIL SCIENCE

NEW! SOIL GENESIS

6 CEUs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters.

UNH Cooperative Extension—Hillsborough County: CRN 287216, Friday, March 18, 9:30 a.m.-4 p.m., .6 UNH CEUs, \$175, lunch included

The Soil Genesis workshop is designed to be a foundation for the additional courses required for soil scientist certification in New Hampshire. It is also relevant for those currently working as wetland scientists and soil scientists or in related fields in New England. The workshop, which will include lectures and discussions with illustrations and some hand samples, will cover: soil formation and how each of those factors impacts the development of soil morphology; weathering, illuviation, podsolization, reduction/oxidation reactions (REDOX), erosion/deposition, hydrologic environments, etc.; and soil orders and soil description methods. Dress appropriately for field work in case there is an opportunity to observe examples of the processes discussed. Note: This workshop will be held at the UNH Cooperative Extension--Hillsborough County office at 329 Mast Rd., Suite 101, in Goffstown, NH. This is a secure location and all participants must pass through a metal detector. Please leave sharp, metal objects in your vehicle. Parking is free on-site.

Instructor: Thomas Peragallo is a Certified Soil Scientist and Wetland Scientist with 39 years' experience, including 12 years with the NRCS, authoring the Soil Surveys of Middlesex, Norfolk and Suffolk counties Massachusetts, and 24 years as a private consultant. He has worked throughout New England and is currently employed with LEC Environmental Consultants, Inc., leading their New Hampshire office. Tom is a co-chair of the New England Hydric Soil Technical Committee and chairs the NH Board of Natural Scientists.

HYDRIC SOILS OF NEW ENGLAND

6 CEUs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 289216, Wednesday, April 13, 9 a.m.-4 p.m., .6 CEUs, \$175, lunch included

The New England Hydric Soils Technical Committee has updated the 2004 Version 3 of the Field Indicators of Hydric Soils Manual to Version 4 (2015). The new manual reflects the latest scientific data and advances in our understanding of what constitutes a hydric soil. It also combines the Field Indicators of Hydric Soils in the U.S., Version 7.0, 2010 (the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: North Central and Northeast Region, Version 2.0, 2012) and the Errata to Version 7.0, 2013. This new user-friendly, informative manual covers the various pitfalls and difficulties of identifying hydric soils and provides the most current knowledge of hydric soils in New England. During this workshop, you will learn a step-by-step process about how to use the Field Indicators Manual, and you'll study specific examples of where to apply the Field Indicators.

Instructor: Jim Gove, CSS, CWS, CPSC, CPESC, M.S. in Plant Science, is president and senior soil and wetland scientist for Gove Environmental Services, Inc., in Exeter, NH. He has been working in the field of soil and wetland science for over 35 years and has authored, co-authored, and contributed to several soil science publications. He is currently vice-president of the Society of Soil Scientists of Northern New England and a member of the New England Hydric Soils Technical Committee. His particular areas of expertise include wetland delineation procedures, wetland impact permitting, wetland mitigation and restoration, site specific soil surveys, hydric soil assessments, and soil profile analysis.

GRASSES FOR BEGINNERS

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 294216, Wednesday, May 25, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This workshop will provide an introduction to the grasses (Family Poaceae) of New Hampshire and nearby areas. A combination of indoor and outdoor instruction will be used to familiarize you with this challenging group. Instruction will focus on understanding and recognizing the unique morphology of grasses, basic technical terminology, and identifying some common New England genera and species in the field. Strategies and suggestions for identification within some of the more difficult genera will be discussed. This workshop is for all experience levels. Please bring a hand lens and the following text to class: "How to Identify Grasses and Grasslike Plants" by H.D. Harrington (1977, Swallow Press, ISBN-10: 0804007462; ISBN-13: 978-0804007467, approx. \$10). All other supplies will be provided. (*This is part of the Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.*)

Instructor: Leslie Adams, Ph.D., is a plant systematist/ecologist who specializes in ferns, grasses and the floristic diversity of NH forests. She teaches botany, ecology, and environmental sustainability at both the Univ. of Maryland and Lesley Univ., and has taught plant identification through UNH Cooperative Extension since 1997. She has a broad knowledge of the New England flora and conservation biology.

INTRODUCTION TO SEDGES AND RUSHES

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 296216, Friday, June 3, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This workshop will provide an introduction to the sedges (Family Cyperaceae) of northeastern New England. Using a combination of indoor and outdoor instruction, this workshop will focus on understanding and recognizing the unique morphology of sedges, mastering much of the terminology of a technical key, and identifying common New England species in the field. Strategies and suggestions for identification within the genus *Carex* will be discussed. This workshop is for all experience levels. Please bring a hand lens and the following text to class: "How to Identify Grasses and Grasslike Plants by H.D. Harrington (1977, Swallow Press, ISBN-10: 0804007462; ISBN-13: 978-0804007467, approx. \$10). All other supplies will be provided. (*This is part of the Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.*)

Instructor: Leslie Adams (see previous biography)

IDENTIFICATION OF NH TREES AND SHRUBS

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 297216, Wednesday, June 8, 9 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This intensive, hands-on workshop will focus on dendrology and field identification of common shrub species in New Hampshire. You'll learn keys and characteristics of identification-leaves, fruits, twigs, bark and habitat-to apply in professional fieldwork, such as surveying, mapping, and wetland delineation. A hand lens is recommended for this workshop. Also recommended is the text, "A Field Guide to Trees and Shrubs" (Peterson Field Guides Series), by G.A. Petrides. Please dress for outdoors. (This is part of the Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.)

Instructor: Bob Prokop, M.S. in Wildlife Ecology, is a wildlife biologist, NH Certified Wetland Scientist, and professional wetland scientist (SWS), and owner of Wetland Consulting Services.

NEW! DESCRIBING AND SAMPLING SOILS

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 298216, Friday, June 17, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This one-day refresher workshop covers how to describe soil horizons, soil color, redoximorphic features, soil textures, soil consistency, soil structure, geomorphic characteristics, and soil taxonomy at the soil series level. You will learn about the basics of soil profile development and its application for soil interpretations.

Coursework includes both lecture and field exercises. The Field Book for Describing and Sampling Soils, Version 3.0 (2012) will be provided. If possible, bring tile spades, soil augers, and one of the Munsell color books. Old copies of Munsell color books will be available for student use. If you want to purchase a Munsell color book, an educational discount is available through Pantone LLC at (201) 777-5930 or pdurante@pantone.com.

Instructor: Jim Gove (see previous biography)

WETLAND CLASSIFICATION

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 299216, Friday, June 24, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This one-day workshop will focus on how to classify wetlands following the U.S. Fish and Wildlife Service method for classifying wetlands and deepwater habitats of the United States. The ability to classify and accurately describe wetlands is an important component when preparing reports for state and federal permit applications, wildlife habitat analysis, and wetland mitigation design. Dress appropriately for outside fieldwork. (*Note: There is a 2-mile casual hike over mostly flat ground on an established trail in the afternoon portion of the class, so please wear comfortable clothes and appropriate shoes.*)

Instructor: Bob Prokop (see previous biography)

IDENTIFYING FERNS OF NORTHEASTERN NEW ENGLAND

6 CEHs for Wetland and Soil Scientists, 1.5 CEUs for Surveyors, and 6 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 999308, Thursday, August 4, 9:30 a.m.-4 p.m., .6 CEUs, \$175, lunch included

This workshop will teach the skills necessary to positively identify the ferns of northeastern New England. Indoor and outdoor instruction will focus on understanding and recognizing the unique morphology of ferns, basic technical terminology, reproduction, ecology, and identifying species in the field using a fern key. You will examine in detail local specimens, in class and in the field. Highlights include strategies and suggestions for identification within some of the more difficult genera and a thorough discussion of the challenges presented by fern hybridization. This workshop is for all experience levels. Please bring a hand lens and the following text to class: "Fern Finder: A Guide to Native Ferns of Central and Northeastern United States and Eastern Canada" by Hallowell & Hallowell (Nature Study Guild Publishers, 2001, ISBN-10: 0912550244; ISBN-13: 978-0912550244, approx. \$5). All other supplies will be provided. (*This is part of the Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.*)

Instructor: Leslie Adams (see previous biography)

NEW! INTRODUCTION TO ARCGIS 10.3

Cosponsored by UNH Cooperative Extension

NH Fish and Game/Concord: CRN 158555, Tuesday, Wednesday, Thursday, March 15-17, 9 a.m.-4 p.m., 1.8 CEUs, \$475, lunch included

Learn the basics of ArcGIS 10.3 in a hands-on learning environment. With a focus on New Hampshire data and applications, participants will learn to: symbolize GIS data; add labels and annotation; query data; use geoprocessing tools; merge/buffer/dissolve; manipulate attribute tables; add fields/calculate values/join tables; import data into ArcGIS 10.3; design maps using layouts; add online data to your maps; and interact with time-based GIS data. This workshop is useful for people who have no prior GIS experience, as well as those who have used ArcGIS, but are new to ArcGIS 10.3. Familiarity with Windows is highly recommended. Computers with ArcGIS software are provided for use during the workshop. Each participant will receive a detailed step-by-step manual to take with them as a reference after the course. **Note: A limited number of discounted tuitions (\$349) for nonprofits are available.** To be considered for one, please email sharon.hughes@unh.edu. You will be notified if a discount is approved and will then receive information on how to register with the discount. **Note: This workshop will be held at NH Fish and Game, 11 Hazen Drive, Concord, NH.**

Instructor: Anne Deely is president of Neatline Associates. She earned her master's degree in natural resources from UNH. She has taught hundreds of people how to use geospatial technologies like GIS and GPS. Over the years, Anne has led workshops on ArcView 3, ArcGIS 9, Spatial Analyst, and both handheld and mapping grade GPS units. While working for GRANIT, New Hampshire's statewide GIS clearinghouse, Anne coordinated the NH Land Cover Assessment Project. She particularly enjoys doing field work and using GIS to support conservation planning and historic preservation.

WINTER PLANT IDENTIFICATION FOR WETLAND BOUNDARY DETERMINATION

13 CEHs for Wetland and Soil Scientists, 13 CEUs for Foresters, and 3.25 CEUs for Surveyors. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 476216, Thursday-Friday, March 31-April 1, 9 a.m.-4 p.m., 1.3 CEUs, \$340, lunch included

This 2-day workshop will focus on upland and wetland tree and shrub identification under winter conditions, as part of the requirements for state and federal jurisdictional wetland boundary determination. You'll learn to key out woody plants to the species level using twigs and buds (no leaves), determine the plants wetland indicator status, and perform a plant dominance test for wetness (as outlined in the "U.S. Army Corps of Engineers Wetlands Delineation Manual, Technical Report Y-87-1 (1987 Manual revised)" and "Delineating Bordering Vegetated Wetlands under the Massachusetts Wetlands Protection Act: a Handbook (March 1995)." Cost does not include required text, "Fruit Key and Twig Key to Trees and Shrubs" by W.H. Harlow, and hand lens, both available from instructor at first class.

Instructor: Bob Prokop (see previous biography)

U.S. ARMY CORPS WETLAND DELINEATOR METHODS

37.5 CEHs for Wetland and Soil Scientists, 9.25 CEUs for Surveyors, and 37.5 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Portsmouth/Pease: CRN 495216, 5 Fridays, April 29, May 6, 13, 20, 27, 9 a.m.-4 p.m., 3.7 CEUs, \$675, lunch included

This 37-hour, five-day, training course is based in part on the U.S. Army Corps of Engineers Wetlands Delineation Manual (Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region (Version 2.0)(http://www.usace.army.mil/Portals/2/docs/civilworks/regulatory/reg_supp/NCNE_supp2.pdf). Version 7.0 (2010) NRCS Hydric Soils of U.S. is the basic soils reference. The factors of Hydrology and Vegetation follow protocol of the 2010 Supplement. Individuals who complete the program will receive a Certificate of Training. (*This is part of the UNH Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.*)

Instructor: Jim Gove, Bob Prokop (see previous biographies)

ADVANCED IDENTIFICATION SKILLS FOR GRASSES

12 CEHs for Wetland and Soil Scientists, 3 CEUs for Surveyors, 12 CEUs for Foresters. Also approved for 6 NHDES Subsurface Bureau credit hours.

Durham/Spaulding Room 160: CRN 999442, Monday-Tuesday, July 25-26, 9:30 a.m.-4 p.m., 1.2 CEUs, \$340, lunch included

This two-day workshop is intended to teach natural resource professionals the skills necessary to identify any New England grass species (Family Poaceae) using Gleason and Cronquist's "Manual of Vascular Plants", the only complete and accurate taxonomic key available for this family. A combination of lecture and laboratory instruction will be used to familiarize you with this challenging group. Instruction will focus on the ecology of grasses, understanding and recognizing their unique morphology, and mastering technical terminology. Through carefully guided exploration of native specimens, you will gain solid experience identifying species using a technical key. This workshop is for all experience levels, but some prior botanical experience is recommended. Please bring a hand lens and purchase or borrow the following two texts to bring to class: "Manual of Vascular Plants of Northeastern United States and Adjacent Canada, 2nd Edition" by H. A. Gleason and A. Cronquist (1991, The New York Botanical Garden Press, www.nybgshop.org, ISBN-13: 978-0893273651; ISBN-10: 0893273651) and "How to Identify Grasses and Grasslike Plants" by H.D. Harrington (1977, Swallow Press, ISBN-10: 0804007462; ISBN-13: 978-0804007467). All other supplies will be provided. (*This is part of the Wetland Delineation Certificate Program, but you do not need to enroll in the program to take this workshop.*)

Instructor: Leslie Adams, Ph.D. (see previous biography)

CONSTRUCTION MANAGEMENT

MANAGING CONSTRUCTION PROJECTS—PLANNING, DESIGN, CONTRACTS, RECORDS, LEGAL ISSUES, AND MORE

Manchester/88: CRN 481216, Tuesday, May 3, 9:30 a.m.-4 p.m., .6 UNH CEUs, \$350, lunch included

There are many steps that can be taken to insure that construction projects are completed on time, within budget and without claims and litigation.

The intent of this seminar is to discuss the actions necessary to accomplish these goals. This workshop will be taught by a nationally recognized expert in planning and managing building projects, especially capital projects. The principles covered can be applied to commercial construction projects, no matter what scale they are. You will focus on several key aspects of a project, including: Managing the Design Phase, Developing Effective Contracts, Potential Pitfalls and Legal Issues, Managing Information Flow, Keeping Records, Partnering and Team Building, and Resolving Cost-effective Claims. You will discuss the importance of scheduling and cost control, and how to improve communication between client, designer, and contractors. You'll look at the importance of developing clear and thorough contracts, how to set up a "contract checklist," how to identify and eliminate ambiguous clauses, and how to interpret exculpatory clauses. The 12 greatest problems developers/owners, designers, and contractors face in completing projects on time, within budget, and without litigation will also be discussed; and you'll hear practical and proven solutions to these often repeated problems. You'll also discuss how to maintain the flow of documents such as RFIs, correspondence, change orders, submittals, etc., as well as how to make recordkeeping easier and more effective. Finally, you'll learn how to: manage a project avoiding costly surprises, how to obtain and organize necessary information for any claim that might arise, and how to move a claim to resolution while staying on budget.

Instructor: Roy L. Wilson, P.E., M.B.A., is president of Wilson Management Associates, Inc., a prominent consulting firm in New York that specializes in the prevention, preparation and resolution of construction claims throughout the U.S. and abroad. He was Director of the Construction Engineering and Management Program at Columbia University, and taught graduate-level courses for over 25 years. He has extensive experience in various facets of the construction industry, including positions as vice president, division engineer, staff engineer, scheduler, and consultant. He has consulted on many major commercial, governmental, and residential construction projects, including hospitals, office buildings, water treatment and power plants, highways, and industrial facilities. He has authored numerous articles and lectured extensively on the subject of construction claims.

PROJECT MANAGEMENT

For a description of PM workshops go to:

<http://learn.unh.edu/training/seminars/business>

INTRO TO BASIC PROJECT MANAGEMENT

Offered Twice:

Portsmouth/Pease: CRN 492216, Thursdays, March 10 and 17, 9:30 a.m.-4 p.m., 1.2 CEUs, \$575, lunch included

Durham/Elliott Alumni Center, 1925 Room: CRN 999504, Wednesday and Thursday, August 3 and 4, 9:30 a.m.-4 p.m., 1.2 CEUs, \$575, lunch included

Project management skills are becoming a required core competency for growth and quality-oriented organizations. This two-day workshop breaks down the process of planning and implementing projects into easily mastered steps. It will focus on the concepts, practices, and tools of real-world project management. You'll learn how to determine when to use project management techniques, define project boundaries, establish the project's structure with team roles and responsibilities, create the project charter, define project scope, create the work breakdown structure, determine the sequence of project work, create a realistic schedule, monitor progress, and communicate project status. (*This is part of the Project Management and Grantsmanship Certificate Programs, but you do not need to enroll in the programs to take this workshop.*)

Instructor: Stephen Stofanek is a senior management consultant with over 30 years of business experience. He is the Chief Architect for the IT Harmony Business Change/Project Management solutions. He has delivered project and organizational change management training, consulting, and coaching to over 200 companies throughout New England such as Fairchild, The Jackson Laboratory, PSNH, Cornell University, Laconia Savings, Kennebunk Savings, York Hospital, and St Joseph's Hospital/Bangor.

TOPICS IN ADVANCED PROJECT MANAGEMENT

Portsmouth/Pease: CRN 465216, Thursday, April 7, 9:30 a.m.-4 p.m., .6 UNH CEUs, \$285, lunch included

This workshop offers the experienced project manager advanced techniques for increased productivity and success. You will focus on the concepts, practices, and tools of real-world project management. You will learn how to: create a network diagram; use problem-solving tools to analyze project alternatives; apply advanced scheduling and estimating techniques; develop and manage contracts successfully and build strong contracting relationships; negotiate and manage conflict; apply advanced resource planning techniques;

establish project control systems; minimize organizational risk; and build quality into project deliverables. *(This is part of the Project Management and Grantsmanship Certificate Programs, but you do not need to enroll in the programs to take this workshop.)*

Instructor: Stephen Stofanak (see previous biography)

NEW! STRATEGIC AND BUSINESS MANAGEMENT TOPICS FOR PROJECT MANAGERS

Facilitates and satisfies the new Continuing Certification Requirements of the Project Management Institute.

Portsmouth/Pease: CRN 467216, Wednesday, April 20, 8:30 a.m.-4:30 p.m., .8 CEUs, \$285, lunch included

This workshop addresses strategic planning and contracting awareness. It is for anyone performing or managing projects in a business environment.

Strategic planning is a critical skill that impacts the overall success or failure of any business endeavor. We will examine strategic planning tools and methodologies and their strengths, weaknesses, and application to overall portfolio management in an interactive session.

In today's outsourcing environment, contract terms and conditions also affect the success or failure of your project. The project manager, although often not directly involved in the legal side of negotiations, should understand contract options well enough to be a value-add to those discussions. The project manager must ensure that the company's interests are being protected at every step in the process. We will discuss contract types, their risks and benefits, and how they apply to your environment.

(This workshop facilitates and satisfies the new Continuing Certification Requirements of the Project Management Institute (PMI). This workshop is not part of the UNH Project Management Certificate Program.)

Instructor: David Connor, David Connors has over 30 years corporate experience with the IBM Corporation as an I/T professional with more than 25 years' experience in project management. His management experience includes leading a project mgmt. office in a multi-divisional, multi-national product development area. He is a member of the Project Management Institute and the PMI NH Chapter serving as Director of their Ambassador Program. He is a corporate trainer and recognized expert in project management specializing in Risk Management and certification training. His company, PM Intervention, is a Registered Education Provider for PMI.

PROJECT MANAGEMENT FOR MANAGING BUSINESS CHANGE

Portsmouth/Pease: CRN 468216, Thursday, April 28, 9:30 a.m.-4 p.m., .6 CEUs, \$285, lunch included

The business climate, your competition, and customer's needs are constantly changing. Therefore, businesses must constantly change in order to survive and grow. You have the choice of allowing change to happen or you can consciously create desirable and lasting change focused on attaining the future for your organization that you want. Top performing organizations have developed and regularly follow defined processes for consciously and predictably molding their business towards the outcomes they desire. In this workshop you will learn a proven Project-based Business Change Management process for assessing, identifying, selecting, and implementing the "right" business initiatives and projects. Adopting such a process can reduce initiative/project start-up costs; reduce overall project costs up to 20%; reduce employee stress; and ensure a higher rate of initiatives/projects are completed on time, on budget, and with the expected business value. You'll be guided through a series of highly interactive exercises designed to enable you to learn the process in detail so that you'll have the foundation to establish a tailored process within your organization. You are encouraged, but not required, to complete a general project management workshop prior to attending this one. *(This is part of the Project Management Certificate Program, but you do not need to enroll in the program to take this workshop.)*

Instructor: Stephen Stofanak (see previous biography)

STRUCTURING PROJECTS FOR SUCCESS: DEALING WITH PROJECT UNCERTAINTY

Portsmouth/Pease: CRN 470216, Tuesday, May 17, 9:30 a.m.-4 p.m., .6 CEUs, \$285, lunch included

All project plans, no matter how well prepared contain uncertainty which represents risk to the project objectives. Understanding and confronting project risk will help ensure achievement of the project objectives which is essential for a successful project. In this workshop the concepts of risk will be explored and then linked into project management. You will be introduced to the tools and techniques for identifying and assessing project risk factors. Through the use of qualitative methods you'll learn how to prioritize risks

and determine their potential impact on the project objectives. Interactive case studies will be employed to demonstrate the application of the presented tools and techniques. A section of the workshop will be devoted to addressing typical organizational obstacles to adopting risk management practices. *(This is part of the Project Management Certificate Program, but you do not need to enroll in the program to take this workshop.)*

Instructor: Rob Cimini, PMP, is a project management consultant for Apogee Management Group and has over 25 years of experience in manufacturing management and consulting.

PROJECT COST MANAGEMENT: A GUIDE TO EARNED VALUE MANAGEMENT

Portsmouth/Pease: CRN 471216, Thursday, June 9, 9:30 a.m.-4 p.m., .6 CEUs, \$285, lunch included

In today's competitive market, it is critical that projects be completed on time and within budget. In order to effectively manage projects you need timely project control information to identify potential problems as soon as possible and make effective project management decisions. This workshop is geared to managers and team members of virtually any type of project, including project teams in IT, manufacturing, construction, or other business and industry environments that are looking for alternate methods of measuring and forecasting project status. You'll learn about a project control tool called Earned Value Management (EVM) and its value as an early indicator of project cost and schedule variances. EVM measures work accomplished versus planned budget and schedule (behind/ahead of schedule, under/over budget). You'll review a project case study with EVM data and discuss the basic problem-solving decisions necessary for project recovery. You'll also discuss basic project plan components (work breakdown structure, estimates, baselines, project schedules) necessary to produce accurate EVM data; and you'll cover the theory of project constraints (time, cost, quality, scope and resources) that impact the success or failure of projects. *(This is part of the Project Management Certificate Program, but you do not need to enroll in the program to take this workshop.)*

Instructor: David Connors, (see previous biography)

PROJECT COST MANAGEMENT: ADVANCED FINANCIAL CONCEPTS

Portsmouth/Pease: CRN 472216, Friday, June 10, 9:30 a.m.-4 p.m., .6 CEUs, \$285, lunch included

This workshop builds on the workshop, "Project Cost Management: A Guide to Earned Value Management," and covers additional topics that deepen your skills and will be of benefit to anyone planning to take the PMP exam. You should have experience in earned value management or have taken the workshop on "Project Cost Management: A Guide to Earned Value Management." You'll cover: project selection methods used to determine the relative worth of project options; depreciation overview and methodologies; cost-estimating techniques; and the use of decision trees in financial decision-making. This workshop is geared to managers, project managers and team members on any type of project who need to understand financial concepts at a level beyond simple Earned Value. You'll do in-class exercises that will give you a chance to apply the knowledge learned and provide you with valuable practical skills. *(This is part of the Project Management Certificate Program, but you do not need to enroll in the program to take this workshop.)*

Instructor: David Connors, (see previous biography)

CONFERENCE FOR MANAGERS, SUPERVISORS, PROJECT & TEAM LEADERS

THE TRANSFORMATIONAL LEADER

www.learn.unh.edu/managers

This conference will include several concurrent sessions focusing on leadership, team building, and ways to increase peak performance within an organization as well as the bottomline.

REGISTER EARLY!

Please try to register at least 2 weeks prior to the seminar date so we can count you in!

FOR MORE INFO

ABOUT THE WORKSHOPS

Email Us:
professional.development@unh.edu

Or call: (603) 862-1739

ABOUT REGISTRATION

(603) 862-7380

MORE SEMINARS FOR YOUR PROFESSIONAL DEVELOPMENT

For all current offerings in many fields sponsored by UNH Professional Development & Training go to:
www.learn.unh.edu/training

LOCATIONS

DURHAM

(603) 862-7380
UNH campus

MANCHESTER

(603) 641-4350
Manchester/88:
88 Commercial St.

PORTSMOUTH

(603) 431-2515
119 International Drive
Pease Tradeport

CEUS

Continuing education units demonstrate your professional development. You will be awarded .1 CEU for each hour of instruction.

ONLINE COURSES FOR PERSONAL OR PROFESSIONAL INTEREST

Explore a broad variety of interests through our new online classes. Choose from professional or personal enrichment topics, such as computers, accounting, languages, photography, writing, and more!
For more info go to:
www.learn.unh.edu/online

REGISTER ON THE WEB!

www.learn.unh.edu/training

It's fast and easy!

(MC, Visa, e-Checks accepted)

You can also register by:

Mail: Mail form to UNH Prof. Dev. & Trng., Room G50, 11 Garrison Ave., Durham, NH 03824

Fax: Fax form to (603) 862-7381

Phone: Call (603) 862-7380

REFUND/WITHDRAWAL POLICY

Refund Policy: Refunds, less a \$25 processing fee, will be given if written cancellation is received five business days prior to the course or seminar.

Refund Policy for Online Courses: Please refer to the web at www.learn.unh.edu/online

MORE SEMINARS FOR YOUR PROFESSIONAL DEVELOPMENT

UNH Professional Development & Training also offers many more seminars and short-term noncredit Certificate Programs in a number of other professional fields, including project management and more. For all current offerings, go to:
www.learn.unh.edu/training

WD: Individuals previously enrolled in the Wetland Delineation Certificate Program can use these workshops towards completion of their program. Others do not need to be enrolled in the Certificate Program to take these workshops.

To register for ONLINE COURSES go to: www.learn.unh.edu/online

Spring '16 Surv Soil

REGISTRATION FORM

We encourage you to register on the web at www.learn.unh.edu/training

You may also register by mailing this form to UNH Prof. Dev. & Training, Room G50, 11 Garrison Ave., Durham, NH 03824; calling (603) 862-7380 or faxing (603) 862-7381

(Please Print Clearly)

Date _____

Name (First) _____ (MI) _____ (Last) _____

Date of Birth (required) _____ Gender: Female _____ Male _____

Daytime Phone: (_____) _____ Evening Phone: (_____) _____

Email (required) _____

Home Address _____

City _____ State _____ Zip _____

Title _____ Employer _____

Work Address _____

City _____ State _____ Zip _____

PLEASE REGISTER ME FOR:

1. Title _____

Location _____ Date _____ CRN _____ Cost _____

2. Title _____

Location _____ Date _____ CRN _____ Cost _____

PLEASE ENROLL ME IN THE FOLLOWING CERTIFICATE PROGRAM(S):

(enclose \$20 fee for each program): _____

PAYMENT: Enclosed is \$ _____ by : _____ Check (payable to UNH) _____ VISA _____ MC

Card No. _____ Exp. Date _____ CVV Code _____

Name on Card _____

Signature _____